

CSO Solicitation No. 2163

Task Based Service Contract for Railroad Engineering and Construction Inspection

THIS SOLICITATION IS BEING EXTENDED TO PREQUALIFIED FIRMS AND IS POSTED HERE FOR INFORMATION ONLY.

The Connecticut Department of Transportation (Department) is seeking responses from pre-qualified firms that can provide Rail Design, Bridge and Structural Design, Construction Engineering and Inspection (Rail), and Construction Engineering and Inspection (Road, Bridge & Aviation) services. The Department requires one professional consulting engineering firm to provide "Task Order Services" of which field inspection and design for repairs or replacement of railroad bridges, culverts, station facilities and buildings will be the major effort. The assignments will be formalized from inspections of the bridges performed by others. In general, the scope of services that will be required of the selected firm will include: Construction inspection of work performed by railroad forces or others; preparation of plans, cost estimates, and specifications for railroad track, signals, communications and traction power as necessary; preparation of drawings, technical correspondence and reports or review of those prepared by others; field inspection and design of the railroad station facilities and buildings; and preparation of hydrology studies, hydraulic analysis, scour screening and design reports for railroad bridges and culverts over waterways. The firm may also be involved in performing value engineering for selected projects.

Please be advised that the selected firm will not be eligible to offer their services, either as a prime consultant or sub-consultant, for the construction phase of the specific Department projects for which services were provided by that firm in the preparation of the final contract documents and/or field inspections.

This contract will include up to twenty-five assignments with a combined Project Scope Code in the "F" range. Each assignment will be negotiated separately and no new tasks will be assigned after a three (3) year period from the start of the contract.

If your firm desires to be considered for this assignment, your submittal should consist of a one-page letter of interest and Department Form CSO 255 with a maximum of five resumes. One of the resumes must be that of the proposed Engineer-in-Charge of the work, as well as assurance that he/she will be available for these assignments when required. Four copies of the submittal are required, and they must be postmarked by April 27, 2012 or hand delivered by 4:00 p.m. on that date.

Included in the submittal must be a brief narrative summarizing your current workload, description of proposed staff, qualifications, discipline experience and expertise in the following areas: (1) Field inspection and design for repairs or replacement of railroad bridges, culverts and station facilities; (2) Preparing program priorities for repairs or replacement of railroad bridges; (3) Hydrology studies, hydraulic analyses, scour screening, and preparation of design reports for railroad bridges and culverts over waterways; (4) Construction inspection of work performed by railroad forces; (5) Design of railroad track, signalization and traction power; and (6) Familiarity with ConnDOT policies, procedures, standards, and AREMA (American Railroad Engineering Maintenance-of-Way Association) requirements.

Do not send additional documentation other than what is requested. The Consultant Selection Panel may reject your submittal, and your firm may not be considered for this project if you provide additional documentation such as corporate brochures, background information and histories.

You are advised that a small business (SBE) set-aside requirement and a disadvantaged business enterprise (DBE) goal applies to this project, depending on the funding source per task. A 15 percent SBE goal has been set for State funded tasks. Any tasks which are federally funded have been assigned a 15 percent DBE goal. Within the submittal, you must include the designated certified Small Business Enterprise (SBE) and Disadvantaged Business Enterprise (DBE) sub consultant(s) which you plan to use. The SBE/DBE subconsultants must be currently certified by the Department of Administrative Services.

All firms are advised that the prime consultant must perform the major part of the work with employees of the firm. Subconsultants may be used to comply with SBE/DBE requirements or perform specialized work. Joint venturing assignments will not be allowed.

In accordance with the Connecticut General Statutes (CGS) Sections 4-252 and 4a-81, the selected firm(s) must complete the Office of Policy and Management's (OPM) Ethics Form 1 (Gift and Campaign Contribution Certification, Rev. 11-29-11) and Form 5 (Consulting Agreement Affidavit, Rev. 10-01-11), prior to the agreement/contract execution. Forms 1 and 5 apply to all consulting agreements/contracts which have a total value to the State of fifty thousand dollars (\$50,000) or more in a calendar or fiscal year. Any consultant that does not make the certification (Form 1) required under subsection (e) of CGS 4-252 or refuses to submit the affidavit (Form 5) required under subsection (c) of CGS 4a-81 shall be disqualified and the Department shall award the agreement/contract to the next highest ranked consultant or seek new submittals in accordance with subsection (d) of CGS 4-252 and subsection (d) of CGS 4a-81. Further information on these requirements can be obtained online at <http://www.ct.gov/opm> via the Ethics Affidavits link.

Please note, in an effort to streamline the certification and affidavit process for contract/agreement execution, the Department is requiring selected firms to upload Forms 1 and 5 on the Department of Administrative Services (DAS) Business Network ("BizNet") website. Further information can be found at <http://das.ct.gov/cr1.aspx?page=371>, to subscribe to Biznet and obtain directions to upload the forms following the "Vendor Guide to Uploading Affidavits and Nondiscrimination Forms Online (pdf)".

For all State contracts as defined in CGS § 9-612(g)(1) having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this submission in response to the State's solicitation expressly acknowledges receipt of the State Elections Enforcement Commission's Notice titled "Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations" (Notice) advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the Notice. The State Elections Enforcement Commission's Notice is attached hereto and hereby made a part of this solicitation.

Prior to the negotiation process, the selected firm will be required to have a Department approved audit and affirmative action plan, as well as current corporate registration with the Secretary of State (partnerships excluded). The selected firm will also be required to maintain insurance coverage from a firm licensed to do business in the State of Connecticut. Proof of coverage must be submitted on Department Forms CON-32 and DOC-001 prior to the start of the negotiations process. In addition, the selected firm will be required to obtain Railroad Liability Insurance.

Circumstances may require the rescheduling or cancellation of projects. Should this action be necessary, the Department would be under no obligation to provide supplementary work for the firm selected for this assignment. The Department reserves the right to award subsequent phases of assignments to other qualified firms.

The Department reserves the right to add an additional project(s) of a similar nature for a separate selection, should additional projects become available prior to the interview phase of the selection process.

Please be advised that firms must continue to be prequalified in the specified category for the particular year a shortlist is finalized and/or a selection is made.

All inquiries regarding this request for Letters of Interest shall be directed to the Consultant Selection Office at (860) 594-3017.